

DEPARTMENT OF TRANSPORTATION
PLANNING AND ENVIRONMENT
PROJECT DEVELOPMENT AND ENVIRONMENTAL ANALYSIS BRANCH
ADMINISTRATION-CENTRAL FILES

Program Records Retention and Disposition Schedule

The Program Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

ADMINISTRATION-CENTRAL FILES

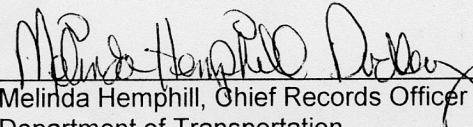
do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. **Public records including electronic records not listed in this schedule or in the General Schedule for State Agency Records are not authorized to be destroyed.**

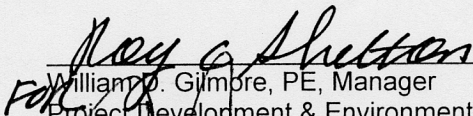
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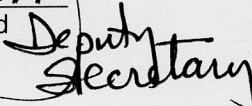
ADMINISTRATION-CENTRAL FILES

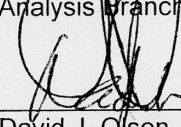
agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

APPROVAL RECOMMENDED

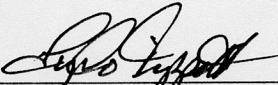

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Item 46151. BRIDGE REPLACEMENT (B) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects for construction and rehabilitation of bridges on roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46152. ENHANCEMENT (E) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed enhancement projects on or around roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46153. FEASIBILITY STUDIES (FS) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed feasibility studies for projects on roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46154. FERRY (F) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects for highway and road improvements on roads leading to and from ferry terminals within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46155. HIGHWAY HAZARD AND SAFETY (W) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects for highway hazard and safety projects on roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46156. INTERSTATE (I) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning construction of and widening of interstate highways within and through North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

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Item 46157. LANDSCAPE (K AND L) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning landscape improvements on or around roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46158. PASSENGER RAIL (P) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning passenger rail improvement projects crossing or parallel roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46159. RAILROAD/HIGHWAY CROSSING (Y AND Z) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning safety improvements of railroad/highway crossing on roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46160. RURAL AND SPECIAL (R, A, AND X) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning construction of and widening of rural highways within the designated rural regions of North Carolina. File also includes special construction projects. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46161. UNFUNDED PROJECTS (UP) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning unfunded projects on roads and highways within North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

Item 46162. URBAN (U) PROGRAM FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning construction of and widening of urban highways within the urban regions of North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 year(s). Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.

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Item 46163. URBAN PROGRAM (U) FILE. Transportation Improvement Program (TIP) records for Program Development and Environmental Analysis (PDEA) completed projects concerning construction of and widening of urban highways within the urban regions of North Carolina. Files may include some or all of the following: environmental studies, photographs, maps, correspondence, permits, historical surveys, archaeology studies, and other related records.

ISPOSITION INSTRUCTIONS: Transfer to the State Records Center after 5 years. Records will be held for agency in the State Records Center 5 additional years and then transferred to the custody of the Archives.